



STATE OF TENNESSEE
DEPARTMENT OF INTELLECTUAL AND DEVELOPMENTAL DISABILITIES
ANDREW JACKSON BUILDING, 15TH FLOOR
500 DEADERICK STREET
NASHVILLE, TN 37243

MEMORANDUM

MEMO# 0165

TO: Independent Support Coordinators
Case Management Directors
Regional Directors

FROM: James M. Henry, Commissioner *JM Henry*

DATE: February 3, 2012

SUBJECT: Consistent ISP Format

In 2009, the Person-Centered Individual Support Plan (ISP) was developed for piloting by willing Independent Support Coordination (ISC) agencies across the state. The response to the ISP pilot has been positive and stakeholders have asked that Person-Centered ISPs be the required format for the Department of Intellectual and Developmental Disabilities (DIDD) service delivery system. This format is a more organized and structured way to present information. The bulleted format will *not* eliminate pertinent information, but provide a candid depiction of how to best support the person based on information collected about things that are important to and for the person.

All ISCs and Case Managers should begin utilizing this format effective March 1, 2012. All new and annual ISP's due on March 1, 2012 or after should be written in a Person-Centered format. As always, thank you for all your work done on behalf of Tennesseans with developmental and intellectual disabilities. I'm certain that change will add consistency to the ISP process and improve the quality of supports and services being provided to persons served.

JMH/ck

Attachments